

# Iowa Department of Education Memorandum

## Regarding Employability Assessments

**TO:** Iowa School District Superintendents

**FROM:** Judy Jeffrey, Administrator, Division of Early Childhood, Elementary, and Secondary Education

Jan Friedel, Administrator, Division of Community Colleges and Workforce Preparation

**DATE:** September 1, 2000

**RE:** Employability Skills Assessment Reimbursement

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During the 1998 legislative House File (HF) 2272, Accountability for Student Learning, was passed. This legislation added the elements that form the backbone of student achievement in comprehensive school improvement planning. Included was the requirement that the Department of Education establish in Administrative Rule a set of core indicators for "successful employment in Iowa." The legislative intent was to emphasize the importance of students knowing and being able to demonstrate the minimum skills necessary to be successfully employed. The Department of Education did not include the reporting of employability skill attainment in the Administrative Rules published July 14, 1999, in order to allow the state and school districts time to identify appropriate assessments and build them into the district's comprehensive school improvement plan. The funding made available under Senate File 464 and House File 2549 will help in providing the data necessary for school districts to demonstrate that their students can be successfully employed.

Enclosed are the materials necessary for school districts to indicate an interest in accessing funding, the process for actual reimbursement, and required timelines. If you have any questions please contact Steve Fey at [steve.fey@ed.state.ia.us](mailto:steve.fey@ed.state.ia.us) or (515-281-3552) or Laurie Phelan at [laurie.phelan@ed.state.ia.us](mailto:laurie.phelan@ed.state.ia.us) (515-242-5611).

- Read the FAQ Regarding Employability Skill Assessment Reimbursements  
(SF464 Section 7)
- Download the Intent to Apply Form